



VILLAGE OF MARVIN

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PLANNING BOARD MEETING MINUTES

March 19, 2019 – 6:30 p.m. – Village Hall

REVISED

AGENDA ITEM

1. Call to Order:

Chairman Jones called the meeting to order at 6:30 p.m.

2. Determine Quorum:

Clerk verified a quorum was present.

Board Members Present: John Jones, Kelly Cates, Chris Smith, Paul Cappiello and Tom Traub

Board Member Absent: Mark Petersen and Michael Lavelle

Staff Present:

Rohit Ammanamanchi, Senior Planner

Barbie Blackwell, Clerk

3. Adoption of the Agenda:

- Rohit Ammanamanchi, Senior Planner requested adding a Planners Update to the agenda.
- Chairman Jones requested adding a Chair Update to continue the Individual Conditional District (ICD) discussion.

ACTION: Kelly Cates made a motion to approve the agenda as amended. The motion passed

4. Recognize New Planning Board Member:

Chairman Jones recognized and introduced Mr. Christopher Smith as the newly appointed Planning Board member.

5. Public Comment Period:

There were no public comments.

6. Planners Report:

- Mr. Rohit Ammanamanchi, Senior Planner, gave a brief report on the Providence Road widening meeting with NCDOT. He stated that New Town Road would have through traffic and a superstreet intersection with Left Turn only and U-Turns prohibit. He also stated that NCDOT would provide a video to educate residents when it is available.
- Mr. Ammanamanchi passed out the schedule for 2019 Planning Board Training that would be offered jointly with Waxhaw. *(See attachment #1: The 2019 Planning Board Training schedule is hereby incorporated as reference into these minutes.)*
- Mr. Ammanamanchi reported there are two (2) residents lots on the corner of Bonds Grove Church Road and Providence Road South that the owners have requested to rezone as commercial. He stated the application has not been submitted. He

also stated that Planning Board would meet with them at the next meeting to discuss possible developments.

NEW BUSINESS ITEMS

1. Discussion of the timeline to link Resident Survey, Land Use Plan and Unified Development Ordinance:

Mr. Ammanamanchi stated that funding is budgeted to create an UDO that would be codified in the Marvin Ordinances. He explained the UDO was the uniform design or style guide of the town. The UDO is the vision of the town and the LUP is the required development of the town. *(See attachment #2: The LUP and UDO Comparison is hereby incorporated as reference into these minutes.)*

The Planning Board discussed the timeline for the Resident Survey, the Land Use Plan (LUP) and a Unified Development Ordinance (UDO) in depth suggested the following:

- Match the Marvin Ordinances with the LUP.
- Council approval by the end of the first week in April for the survey.
- Execute a communication plan.
- Approve questions on April 10.
- Approve distribution method and any funding on May 14.
- Send out the Survey in June.
- Survey would be out for 30 days.
- Get results in July.
- Tabulate results by August (2-3 weeks).
- Send LUP to Council by December 10.
- Council review and staff revisions in January 2020.
- Staff review in February 2020.
- Development of the UDO up to 4 to 6 months (Outsource it).
- Finalize UDO within 6 months in June or July of FY-2020.

UNFINISHED BUSINESS ITEMS

1. Discussion and Consideration of Chapter 5 of the Land Use Plan:

ACTION: The Planning Board agreed to table this item until their next meeting.

2. Review final draft Resident Survey:

The Planning Board reviewed the final revisions and staff's recommendation for #13 and #14 for the Resident Survey in depth.

3. Barcroft Development Update:

Mr. Ammanamanchi gave a brief update on the Barcroft Subdivision. He stated that he and Kelly Moore met with the developer today (3/19/19). He stated a permit was signed for them to begin construction.

4. ICD update:

Chairman Jones gave a brief update on the ordinance §151.092. He confirmed that the ICD ordinance was rescinded and sent to American Legal for codification. Ms. Blackwell, stated that it was an oversight and American Legal will recodify the ordinance.

AGENDA ITEMS

1. Review of Action Items:

- Send out a doodle poll to coordinate Survey Committee members availability to meeting on March 26 or March 27 from 7-8 p.m. at the Village Hall

2. Board Member Comments:

Kelly: She welcomed Christopher.

Chris: I will be in Chicago on April 16 will not be present.

Tom: None

Paul: He welcomed Christopher.


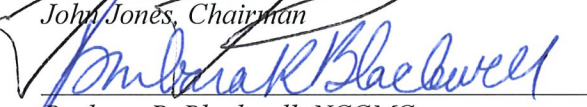
John: None

Rohit: He stated that Elysian Fields plan follows the Conservation Subdivision without a variance for lot sizes of: 25, 30, 30, 30, 30, 25, 30,000 sq ft. and one with 200sq. ft. with nine (9) houses on for the subdivision.

ADJOURNMENT

ACTION: Kelly Cates made a motion to adjourn the meeting at 9:04 p.m.

Adopted: 9.17.19


John Jones, Chairman

Barbara R. Blackwell, NCCMC
Clerk, Village of Marvin



SCOPE OF SERVICES
2019 PLANNING BOARD TRAINING
Waxhaw, NC

PROJECT TRAINING OUTLINE

- Centralina will convene one (1) training session, 2.0 hours in length, for the planning board members from the Town of Waxhaw and Village of Marvin.
- Training will be provided by **Centralina** through a combination of oral presentations, handouts, and a PowerPoint presentation on the following items. The training session will be focused on the following issues:
 1. Role of the Planning Board
 2. Relationship of Planning Board with (1) Governing Board, (2) Board of Adjustment, (3) Municipal Staff
 3. What is a zoning ordinance? What is a subdivision ordinance? Land Use Ordinance? Unified Development Ordinance?
 4. What is a zoning permit?
 5. What is a Land Use Plan? How does a Land Use Plan relate to these Ordinances?
 6. How does a Planning Board make recommendations to the Governing Board? What things should Planning Board look at when making recommendations?
 - Current Land Use
 - Future Land Use
 - Availability of Utilities (both current and proposed)
 - Thoroughfare Plan
 - Plans/Zoning of Neighboring Jurisdictions
 - Citizen Concerns
 - Statement of Consistency
 - Statement of Reasonableness
 - Length of time allowed to make a recommendation
 7. North Carolina Open Meetings Law
 8. How are planning laws made in North Carolina at the State and local levels? What is the role of the General Assembly? What are local legislative acts?
 9. What is the Role of the Courts? Superior Court, Court of Appeals and Supreme Court?
 10. What is the role of the Staff Attorney? How/when should his/her services be used?
 11. What is spot zoning?
 12. What is a conditional use permit? Conditional Use District? Conditional zoning? What typically is a planning board's role?
 13. Conflicts of Interest
 14. Rules of Procedure

TOTAL PROJECT COST: One session only: \$1,800

PROJECT START DATE & LOCATION: TBD

WAXHAW & MARVIN RESPONSIBILITIES: Provide a copy of ordinances and rules of procedure prior to the training, review presentation to make sure it meets Waxhaw and Marvin's needs and circumstances, secure meeting space, invite attendees, provide refreshments if desired.

Review of Marvin's Land Use Plan Draft in comparison to Neighboring Cities UDO's and Land Use Plans

Items that our Land Use Plan...	...has	...does not have
That a UDO usually has:	<ul style="list-style-type: none"> - Design standards for streets, buildings, and landscaping 	<ul style="list-style-type: none"> - Purpose as development <i>regulation</i> (as opposed to a development <i>guide</i>) - Ordinances (or references to Ordinances) pertaining to landscaping, subdivisions, buildings, lighting, etc. - Floodplain Regulations - Aviation Proximity Regulations - "Post Construction Stormwater Ordinance"
That a Land Use Plan usually has:	<ul style="list-style-type: none"> - Demographics and cultural context - General and specific Guide for current and future Zoning - Long-Range Goals for various aspects of development, such as Residential and Commercial Areas, Village Center District, Tree Preservation, Stream health, traffic management, etc. - Past and future of architectural styles - Implementation Plan 	<ul style="list-style-type: none"> - 2030/2040 Pop growth projections - Traffic Demand projections & Road Improvement Plan (include CRTPO/LARTP) - Greenway Master Plan (and maps) - Review of specific undeveloped and underdeveloped parcels - Spatial Relationships between where residents live, work, shop, and play - Purpose and Extents of ETJ - Many more maps (e.g. of the above listed)

References:

Waxhaw UDO: <https://www.waxhaw.com/DocumentCenter/View/3531/UDO-Consolidated-10232018>

Matthews UDO:

<https://www.matthewsnc.gov/files/documents/FullUDODocument1318094411060818AM.pdf>

Mint Hill UDO:

https://library.municode.com/nc/mint_hill/codes/code_of_ordinances?nodeId=PTIIIUNDEOR

Stallings Land Use Plan:

<https://www.stallingsnc.org/Portals/0/Departments/Planning%20%26%20Zoning/Documents/Stallings%20LUP%20121217.pdf>

Belmont Land Use Plan: <https://www.cityofbelmont.org/210/Comprehensive-Land-Use-Plan>